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**2004 AUDIO-VISUAL CATALOG**

**LIST OF DVDs  
January, 2006**

**DISCLAIMER**

Every effort has been made to evaluate the DVDs before purchasing them; however, many safety and health programs are produced as general guides and are often based on federal OSHA standards. Therefore, they may not, in their entirety, conform to current and local standards, statutes, regulations, requirements and procedures.

The DVDs are provided to aid, instruct, inform, promote discussion, and to be only a part of a workplace injury and illness prevention training program. The user assumes the responsibility of previewing the programs before showing and using them with a knowledgeable instructor.

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2. Keep dirt or other foreign matter from the disc.
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4. Do not expose recordable discs to prolonged sunlight or other sources of ultraviolet light.
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## **SUBJECT LISTING: DVD 1 - 42**

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**PERSONAL PROTECTIVE EQUIPMENT (PPE) HEARING**

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## **DVD Descriptions**

### **DVD 1      BLOODBORNE PATHOGENS: CONTROL YOUR EXPOSURE**

13 min. Color 1998 1 DVD Administrative materials guide Employee handbook)

Video portrays an employee receiving a post-exposure evaluation, and uses flashbacks to show the accident and highlight the issues. Program highlights: definition of bloodborne pathogens, routes of transmission, exposure prevention methods, disease details on HIV, Hepatitis B and Hepatitis C, vaccination information. - Comprehensive Loss Management.

### **DVD 2      ELEMENTS OF BACK CARE (GENERAL INDUSTRY)**

(14 min. Color 2000 1 DVD Administrative materials guide Employee handbook)

To teach employees how to properly care for their backs and prevent injuries. Program highlights include: the basic function and design of the back; body mechanics and movement; importance of periodic stretching throughout the day; and various stretches and exercises. NOTE: Employees should check with their healthcare professional if they have questions about doing demonstrated stretches and exercises. - Comprehensive Loss Management, Inc.

### **DVD 3      HAZARD COMMUNICATION: LEARNING THE SYSTEM**

(17 min. Color 1986 1 DVD Compliance manual Employee handbook)

Presents an overview of the hazard communication system in which the supplier, the employer and the employee each play a role with particular responsibilities. Explains the employer's responsibilities, but stresses the employee's role in making the system work (e.g., read labels and MSDS, follow safety procedures, know the hazards and how to control them, pay attention to training, and know when emergency procedures are needed). Discusses how to determine which chemicals are hazardous, the labeling system, using a material safety data sheet, understanding the physical and health hazards of chemicals, and using personal protective equipment. - CLMI/International Film Bureau.

### **DVD 4      PREVENTING SLIPS, TRIPS & FALLS (HOTEL VERSION)**

(14 min. Color 1999 1 DVD Instructor guide)

Covers the mechanics and causes of slips, trips, and falls; identifies areas where slips, trips and falls may occur and prevention measures (e.g. parking lots, sidewalks, entrances, lobbies and hallways, food & beverage areas, restrooms, pools, kitchen, back area where deliveries are made). Also includes recognizing hazards and taking appropriate action, procedures for responding to accidents and footwear. - Comprehensive Loss Management.

### **DVD 5      SAFETY ON THE ROAD: DEFENSIVE DRIVING FOR DELIVERY VANS**

(17 min. Color 1999 1 DVD Instructor guide)

Video presents information on the following topics: how to perform a pre-trip inspection, how a delivery van is different from a regular car, how to compensate for the delivery van differences, how to safely operate the delivery van and proper procedures for making deliveries. - Comprehensive Loss Management.

- DVD 6      GETTING THE JOB DONE SAFELY: WORKER ORIENTATION**  
(15 min. Color 1995 1 DVD)  
Having a good safety record takes teamwork. Areas covered in this orientation include: housekeeping, personal protective equipment, fall protection, vehicle safety, excavations, electrical hazards, hazardous materials, material handling, and substance abuse. – Associated General Contractors of America.
- DVD 7      HAZARD COMMUNICATION: THE MESSAGE IS SAFETY**  
(14 min. Color 1997 1 DVD)  
It is important to know that hazards you are exposed to and how to protect yourself. Workers need to ask themselves the following questions: 1) What am I working with? 2) How can it hurt me? 3) How do I protect myself? Covers material safety data sheets, examples of flammable, corrosive, toxic and reactive materials, and the ways to protect themselves, e.g., engineering and administrative controls and personal protective equipment. - Associated General Contractors of America.
- DVD 8      HEIGHTENED AWARENESS: FALL PROTECTION IN THE CONSTRUCTION INDUSTRY**  
(20 min. Color 1995 1 DVD)  
In construction, fall protection is required when working at heights of 6 feet or more. Eight types of fall protection are mentioned: guardrails, safety nets, covers (for openings), personal fall arrest systems, warning line systems, controlled access zones, safety monitoring system, and fall protection plans. Suggests types of fall protection to use while doing certain construction activities. - Associated General Contractors of America.
- DVD 9      IN THE TRENCHES: EXCAVATION SAFETY FOR WORKERS**  
(14 min. Color 1996 1 DVD)  
Working safely in excavation and trenching involves 1) understanding the potential hazards, 2) knowing the resources for determining soil conditions, 3) understanding the elements that affect the site, 4) knowing the protective systems (sloping, shoring and shielding) and when to use them, and 5) following safe work habits and emergency procedures. - Associated General Contractors of America.
- DVD 10      MSDS: READ IT BEFORE YOU NEED IT**  
(20 min. Color 2004 1 DVD in English, Spanish Leader's guide Employee handbook)  
Aimed to train the viewer on how to use material safety data sheets (MSDS) by knowing the standard format and understanding the contents. In this program, the sixteen sections of the MSDS are grouped under four general headings for better understanding: product information, exposure situations, hazard prevention and personal protection, and other specific information. - Coastal Training Technologies.

- DVD 11      EMERGENCY EVACUATION: GETTING OUT ALIVE**  
(15 min. Color 2002, 2004 1 DVD in English, Spanish, Portuguese  
Leader's guide Employee handbook)  
Stresses the importance of preparation, training and drills in responding to an emergency. In any emergency, the following steps are involved: RACE - rescue, alarm, confine and evacuate. Although specific procedures vary for each workplace, the video illustrates what to do when the emergency alarm sounds and how to respond in particular emergencies (fires, hazardous material releases, earthquakes and explosions.) - Coastal Training Technologies
- DVD 12      DEFENSIVE DRIVING : A CRASH COURSE**  
(16 min. Color 2004 1 DVD in English, Spanish, Portuguese Leader's  
guide Employee handbook)  
Stresses the importance of being a defensive driver by: Planning and preparing yourself, e.g., using the seat belt, planning your route; inspecting and maintaining your vehicle; adopting a defensive attitude, e.g., controlling your emotions, avoiding tailgating; handling distractions, e.g., cellular phones, reading, drinking, using drugs; following practical driving procedures for the environment you are in—city, freeway, or rural areas. - Coastal Training Technologies Corp.
- DVD 13      RECORDKEEPING: TRUE TO FORM**  
(30 min. Color 2004 1 DVD in English, Spanish Leader's guide)  
Video provides an overview of some of the changes to the OSHA recordkeeping rule that became effective January 1, 2002. Covers the forms (300, 300A and 301), how to complete them, what information to make available to employees and their representatives, and how long they should be kept. Other subjects covered are what is considered recordable, medical treatment and first aid; counting days, i.e. when to begin and end counting; calculating incidence rates and employee privacy issues. – Coastal Training Technologies Corp.
- DVD 14      BLOODBORNE PATHOGENS: KNOW THE RISK**  
(19 min. Color 2002 1 DVD Leader's guide Employee handbook)  
Presents information on the risk of exposure to bloodborne pathogens, bloodborne pathogens (HIV, Hepatitis B and Hepatitis C), transmission of bloodborne pathogens in the workplace, and precautions workers can take, such as preventive housekeeping, handwashing, and work practices, protective barriers and proper waste disposal. – Coastal Training Technologies Corp.
- DVD 15      LOCKOUT TAGOUT: CONTROLLING THE BEAST**  
(19 min. Color 2002 1 DVD Leader's guide Employee handbook)  
Explains basic concepts about various energy sources, lockout and tagout, when to use it and removing locks and tags, the need for inspection and training, and the 6-step procedure that is required for controlling hazardous energy. - Coastal Training Technologies Corp.

- DVD 16      FALL PROTECTION: TAKING CONTROL**  
(11 min. Color 1998 1 DVD Facilitator guide Employee handbook)  
Briefly covers the importance of recognizing and respecting potential fall hazards, the importance of a pro-active safety attitude, and some standard requirements when working above 6 feet. The main focus of the program is the proper use and care of fall protection equipment, primarily personal fall arrest systems. - Summit Training Source.
- DVD 17      SCAFFOLDING SAFETY: SAFE WORK PRACTICES**  
(11 min. Color 1997 1 DVD Facilitator guide Employee handbook)  
Safe Work Practices demonstrates best safety practices, outlines potential hazards, and creates awareness. The program addresses: electrical, fall and falling object hazards, load carrying capacity and material handling, using ladders and good housekeeping strategies. – Summit Training Source.
- DVD 18      SCAFFOLDING SAFETY: ERECTING & DISMANTLING**  
(20 min. Color 1997 1 DVD Facilitator guide Employee handbook)  
Covers site evaluation and preparation, selection and inspection of scaffolding, proper erecting and dismantling procedures and safe work practices. – Summit Training Source.
- DVD 19      CONSTRUCTION SAFETY ORIENTATION**  
(19 min. Color 2001 1 DVD Facilitator guide Employee handbook)  
Program conveys four principles: analyze the work area and the job to be performed, recognize and respect hazard warning signs and labels, identify and eliminate or control any potential hazards, and remain aware of all activity taking place around you. It also covers the following topics: fall protection, ladders, electrical hazards, vehicle traffic, rigging, excavation and trenching, lockout tagout, confined space, hazard communication, personal protective equipment, compressed gas cylinders, fire and housekeeping. – Summit Training Source.
- DVD 20      SHOCK PROOF: QUALIFIED EMPLOYEE**  
(21 min. Color 2004 1 DVD Facilitator guide Employee handbook)  
Areas covered include: electrical hazards faced by qualified employees; safety procedures necessary to reduce risk of injury from hazards, such as those for lockout/tagout; best safety practices for working on or near live electricity, including the use of personal protective equipment, proper tools, ground fault circuit interrupters, ladders, job briefing, maintaining approach boundary distances, etc. – Summit Training Source.
- DVD 21      SHOCK PROOF: UNQUALIFIED EMPLOYEE**  
(17 min. Color 2004 1 DVD Facilitator guide Employee handbook)  
The program for the unqualified employee covers why electricity is hazardous, how to recognize common electrical hazards, and how to prevent electrical accidents and injuries. – Summit Training Source.
- DVD 22      CONFINED SPACE ENTRY: NO TIME FOR ERROR**  
(16 min. Color 2004 1 DVD Facilitator guide Employee handbook)  
Defines and gives examples of permit required confined spaces, explains five categories of potential atmospheric hazards (flammable, physical, irritating oxygen, and toxic), covers pre-entry procedures and permits, attendant duties, and emergency response. – Summit Training Source.

- DVD 23      SLIPS, TRIPS AND FALLS: KEEPING A STEP AHEAD**  
(12 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
Causes of slips, trips and falls, a significant source of injuries and even deaths on the job; preventive measures; when, where, and how to use fall protection; techniques to avoid slips, trips, and falls; and safe work practices are the subjects of this program. - Summit Training Source.
- DVD 24      ELECTRICAL SAFETY: CONTROLLING THE HAZARDS**  
(13 min. Color 2002 1 DVD Facilitator's guide Employee handbook)  
Covers how electricity works, electrical hazards and how it affects your body, and safe practices to reduce or eliminate your risk. The electrical hazards mentioned include contact with power lines, missing or broken path to ground, lack of ground fault protection and using extension cords or electrical tools improperly. - Summit Training Source.
- DVD 25      CONTRACTOR SAFETY: OVERVIEW**  
(6 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
This program can be used as part of a training program for contract workers on a company's site. It covers three safety items all contract workers must know, i.e., security, smoking, and emergencies. – Summit Training Source.
- DVD 26      CONTRACTOR SAFETY: LAB WORKER**  
(12 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
This program can be used as part of a training program for laboratory contract workers on a company's site. It covers potential hazards commonly found in laboratory work, site-specific hazards, such as radiation, respiratory and biohazards, prevention measures and personal protective equipment, safe work practices and hazardous waste. – Summit Training Source.
- DVD 27      CONTRACTOR SAFETY: OFFICE WORKERS**  
(10 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
This program can be used as part of a training program for office contract workers on a company's site. It explains musculoskeletal disorders and ergonomic risk factors, preventive measures, and how to recognize hazards, such as falls, office equipment and housekeeping. – Summit Training Source.
- DVD 28      CONTRACTOR SAFETY: CONSTRUCTION WORKERS**  
(14 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
This program can be used as part of a training program for construction contract workers on a company's site. It covers the safety and health responsibilities of both the company and the contract worker, commonly found potential hazards (e.g. chemical, physical and biological hazards), how to recognize hazards that may pose a risk (e.g. train yourself to use all your senses to take notice of what is around you, know what incidents are likely to occur), know how and when to use engineering controls and personal protective equipment, and safe work practices. – Summit Training Source.



- DVD 29**      **CONTRACTOR SAFETY: OPERATIONS/DELIVERY WORKER**  
(10 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
This program can be used as part of a training program for operations/delivery contract workers on a company's site. Operations or delivery workers often move between many different areas at a work site (e.g., production, lab or office), thus this program covers the importance of recognizing and taking action to correct common workplace hazards, such as contact with objects and equipment, falls, exposure to harmful substances and overexertion. Other topics include the use of personal protective equipment when required, the handling of materials safely with emphasis on stretching, proper lifting techniques and use of ergonomic lifting devices. – Summit Training Source.
- DVD 30**      **CONTRACTOR SAFETY: PERMIT REQUIRED ACTIVITIES**  
(8 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
This program can be used as part of a training program for contract workers who depending on the service they provide and where it is performed on a company's site may require a special work permit. Safe work permits are required for hot work, breaking into equipment, confined space entry, lockout/tagout, asbestos, excavation and other activities. Requirements for other specialized activities, including tunnel entry, roof access, and compressed gas cylinder storage, are briefly covered. – Summit Training Source.
- DVD 31**      **CONTRACTOR SAFETY: HAZARD COMMUNICATIONS**  
(7 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
This program can be used as part of a training program for contract workers who utilize hazardous chemicals on a company's site. Contract workers need to meet not only hazard communication standard requirements, but also facility requirements that may vary from site to site. Some of these requirements may include a submission for approval of chemicals and material safety data sheets (MSDS), proper labeling, availability of MSDS at all times when the chemical is on-site, communicating the potential hazards associated with the work performed and responsibility for containing, cleaning up and properly disposing of any of their own hazardous substances, either spilled or released. – Summit Training Source.
- DVD 32**      **CONTRACTOR SAFETY: CHEMICAL PROCESS WORKERS**  
(6 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
Because of the potential severe consequences associated with certain chemicals in large quantities, OSHA and HIOSH have adopted the process safety management of highly hazardous chemicals standard (§1910.119) that includes requirements for facility employers, contractors and employees. This program can be used as part of a training program for contract chemical process workers; however, its scope is limited to covering training requirements for process workers, access to process areas, some safe work practices, and reporting incidents in the process area. – Summit Training Source.

- DVD 33      LADDER SAFETY: TAKE THE RIGHT STEPS**  
(13 min. Color 2001 1 DVD Facilitator's guide Employee handbook)  
Program teaches about proper ladder selection for the job, inspecting ladders before use, proper setup and angle, climbing techniques, and appropriate maintenance and storage. Professional stunt people demonstrate falls that result when ladders are not properly used. – Summit Training Source.
- DVD 34      VIOLENCE ON THE JOB**  
(21 min. Color 2004 1 DVD)  
Discusses risk factors for violence at work (e.g., exchanging money, delivering goods or services, working late at night or during early morning hours, and dealing with violent people or volatile situations), and strategies (environmental, administrative, and behavioral) to prevent violence. The development of policies, controls and programs on violence prevention is recommended. The DVD also includes recommendations and a case study on what was done to prevent workplace violence at substance abuse treatment facilities in New York. – National Institute for Occupational Safety and Health (NIOSH).
- DVD 35      WORKING WITH STRESS**  
(17min. Color 2002 1 DVD)  
Brief overview of causes, effects on workers and organizations, and prevention of job stress. Provides two case studies of stress management programs. – National Institute for Occupational Safety and Health.
- DVD 36      R.E.P.O.R.T. IT! NEAR MISS REPORTING**  
(15 min. Color 2000 1 DVD Facilitator guide Participant guide)  
Training package for supervisors who want to train team leaders in the Near Miss Reporting process. Covers what near miss reporting is, why it is important and the R.E.P.O.R.T. steps in the process (i.e., Recognize a potential incident and address the immediate danger, Enter information on a form and get it to a supervisor, Perform any corrective action, Offer information to co-workers, Reinforce the reporting by giving feedback to employees and Track reports to uncover areas that need attention. – CoreMedia Training Solutions.
- DVD 37      FORKLIFT FUNDAMENTALS: GET THE FACTS**  
(18 min. Color 2004 1 DVD in English, Spanish, Portuguese Leader's guide Employee handbook)  
This program provides basic information on forklift design, control, instrumentation, pre-use inspection, and load. It can be used as a part of a total training program for powered industrial truck operators. – Coastal Training Technologies Corp.
- DVD 38      FIRE SAFETY: ALERT, AWARE, ALIVE**  
(16 min. Color 2005 1 DVD in English, Spanish, Portuguese Leader's guide Employee handbook)  
The following topics are covered in this program: how fires start, the types of fires, stopping fires before they start, dealing with a fire and fighting a fire. – Coastal Training Technologies.

- DVD 39      PERSONAL FALL ARREST SYSTEM**  
(15 min. Color 2005 1 DVD Facilitator's guide Employee handbook)  
Not only does this program cover fall hazards, fall arrest components, inspecting the equipment and system use and maintenance, but it also provides additional information (e.g. dynamics of falling, locations of anchorages, swinging during a fall, calculating fall clearance, etc.) that explains the reasons for certain procedures when utilizing fall arrest systems. – Summit Training Source.
- DVD 40      RESPIRATORY SAFETY: GENERAL AWARENESS**  
(12 min. Color 2005 1 DVD Facilitator's guide Employee handbook)  
Incorporating testimonials and interviews from actual people in the field, including environmental health and safety directors, fire department personnel and OSHA experts, this program emphasizes the need for an effective respiratory protection program in certain hazardous work environments. It covers the various types of respiratory hazards (particulates, gases and vapors, and oxygen deficiency) and where they may be encountered, how respirators work and the importance of choosing the right respirator for the worker in hazardous environments. – Summit Training Source.
- DVD 41      PERSONAL PROTECTIVE EQUIPMENT (PPE): CREATE THE BARRIER**  
(12 min. Color 2002 1 DVD Facilitator's guide Employee handbook)  
**[Note:** Please refer to the HIOSH standards and your company's policies concerning the responsibility of providing personal protective equipment.]  
This program goes over the various types of personal protective equipment (head, eye and face, hearing, hand and feet protection and clothing); how to select the proper personal protective equipment; and how to use and care for personal protective equipment correctly. – Summit Training Source.
- DVD 42      WHAT HEARING LOSS SOUNDS LIKE**  
(13 min. Color 1995 1 DVD)  
Covers how we hear, how loud noise affects hearing, conductive and sensorineural hearing loss, and the use of hearing protection. Also demonstrates what a person with conductive and sensorineural hearing loss hears. - Liberty Mutual/Summit Training Source.